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Committee for Programme and Coordination
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Organizational session
2 May 2002
Substantive session
10 June-5 July 2002
Item 2 of the provisional agenda*
Adoption of the agenda and organization of work

Status of documentation

Note by the Secretariat

1. In accordance with paragraph 8 of the annex to Economic and Social Council resolution 2008 (LX), the forty-second session of the Committee for Programme and Coordination will be held at Headquarters from 10 June to 5 July 2002.

2. In its resolution 1988/77 on its revitalization, the Council reiterated that the Secretariat should circulate relevant documentation in all working languages six weeks before the opening of sessions of the Council and its subsidiary organs.

3. In its resolutions 53/208, 54/248, 55/222 and 56/242, the General Assembly (a) reiterated its request to the Secretary-General to ensure that documentation was available in accordance with the six-week rule for the distribution of documents simultaneously in the six official languages of the Assembly; (b) reaffirmed its decision that if a report was issued late, the reason for the delay should be indicated when the report was introduced; and (c) decided that if a report was submitted late to conference services the reasons therefor should be included in a footnote to the document.

4. In the same resolutions, the General Assembly reiterated its request that the Secretary-General direct all departments to include, where appropriate, the following elements in reporting originating in the Secretariat:

(a) A summary of the report;

(b) Consolidated conclusions, recommendations and other proposed actions;

(c) Relevant background information.

* E/AC.51/2002/1.

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5. Also in the same resolutions, the General Assembly reiterated that all documents submitted to legislative organs by the Secretariat and expert bodies for consideration and action should mark conclusions and recommendations in bold print.

6. Accordingly, the documentation for the forty-second session of the Committee should be circulated by 26 April 2002; the documents to be issued for the forty-second session are listed in the annex.

Annex

Status of preparedness and list of documentation for consideration by the Committee for Programme and Coordination during its forty-second session

Agenda item document symbol	*Title or description*	*Estimated date of submission*	*Actual date of submission*	*Estimated date of issuance*	*Status of issuance*	*Submitting office*
Item 2	**Adoption of the agenda and organization of work**					
E/AC.51/2002/1	Note by the Secretariat on the provisional agenda	8 February	8 February			CPCS/DM
E/AC.51/2002/L.1	Note by the Secretariat on the status of documentation	8 February	8 February			CPCS/DM
E/AC.51/2002/L.2	Note by the Secretariat on the proposed programme of work					CPCS/DM
E/AC.51/2002/L.3	Note by the Secretariat containing a list of reports of the Joint Inspection Unit					JIU/CPCS
E/AC.51/2002/L.4	Note by the Secretariat on the current notional costs of documentation and the utilization of interpretation services					DGAACS/ CPCS
Item 3	**Review of the efficiency of the administrative and financial functioning of the United Nations**					
A/57/__	Report of the Secretary-General on the proposed programme budget outline for the biennium 2004-2005					OPPBA
E/AC.51/2002/2	Report of the Secretary-General on efficient and effective measures for management improvement					USG/DM
E/AC.51/2002/3	Note by the Secretary-General regarding progress in the preparation of the report of the Secretary-General on different methodologies that might be used to correct the geographical imbalance in hiring consultants	22 March				OHRM/DM
Item 4	**Programme questions**					
	(a) Programme planning					
A/57/	Report of the Secretary-General on the programme performance of the United Nations for the biennium 2000-2001	1 April				OIOS
	(b) Proposed revisions to the medium-term plan for the biennium 2002-2005					
A/57/__ and addenda	Report of the Secretary-General on the proposed revisions to the medium-term plan for the period 2002-2005 (in fascicle form)	11-22 March				OPPBA
	(c) Evaluation					
A/57/__	Note by the Secretary-General transmitting the report of the Office of Internal Oversight Services on strengthening the role of evaluation findings in programme design, delivery and policy directives	1 April				OIOS

Agenda item document symbol	*Title or description*	*Estimated date of submission*	*Actual date of submission*	*Estimated date of issuance*	*Status of issuance*	*Submitting office*
E/AC.51/2002/4 and Add.1	Note by the Secretary-General transmitting the report of the Office of Internal Oversight Services on the in-depth evaluation of General Assembly and Economic and Social Council Affairs and Economic and Social Council support and coordination	1 April				OIOS
E/AC.51/2002/5	Note by the Secretary-General transmitting the report of the Office of Internal Oversight Services on the in-depth evaluation of Legal Affairs	1 April				OIOS
E/AC.51/2002/6	Note by the Secretary-General transmitting the report of the Office of Internal Oversight Services on the triennial review of the implementation of recommendations made by the Committee for Programme and Coordination at its thirty-ninth session on the evaluation of the programme on disarmament	1 April				OIOS
E/AC.51/2002/7	Note by the Secretary-General transmitting the report of the Office of Internal Oversight Services on the triennial review of the implementation of recommendations made by the Committee for Programme and Coordination at its thirty-ninth session on the evaluation of the electoral assistance programme	1 April				OIOS
Item 5	**Coordination questions**					
	(a) Report of the Administrative Committee on Coordination					
E/2002/__	Annual overview report of the Administrative Committee on Coordination for 2001[a]					CEBS
	(b) United Nations System-wide Special Initiative for the Implementation of the United Nations New Agenda for the Development of Africa in the 1990s					
E/AC.51/2002/8	Report of the Secretary-General on the final evaluation of the United Nations System-wide Special Initiative for the Implementation of the United Nations New Agenda for the Development of Africa in the 1990s	15 April				DESA
Item 6	**Report(s) of the Joint Inspection Unit**					JIU/CPCs
Item 7	**Improving the working methods and procedures of the Committee for Programme and Coordination within the framework of its mandate**					
Item 8	**Provisional agenda for the forty-third session of the Committee**					
E/AC.51/2002/L.5	Note by the Secretariat containing the provisional agenda and documentation requirements for the forty-third session of the Committee					CPCs/DM

Agenda item document symbol	*Title or description*	*Estimated date of submission*	*Actual date of submission*	*Estimated date of issuance*	*Status of issuance*	*Submitting office*
Item 9	**Adoption of the report of the Committee on its forty-second session**					
E/AC.51/2002/L.6	Draft report					CPCs/DM

[a] By its decision 2001/321 of 21 October 2001, the Economic and Social Council changed the name of the Administrative Committee on Coordination to United Nations System Chief Executives Board for Coordination.